

THOMAS J. VILSACK, GOVERNOR
Sally J. Pederson, Lt. Governor

BOARD OF PAROLE
Charles W. Larson, Sr.
Chair

February 8, 2001

Memorandum

To: Members of the Justice Systems Appropriations Subcommittee
From: Charles W. Larson, Sr., Chair, Iowa State Board of Parole
Re: FY-2002-2003 Budget Request

The Iowa State Board of Parole has made two requests in its FY-2002-2003 budget request. We have asked for the following:

- An increase in the number of deliberation days **from** 133 to 166 for Board members
- \$40,000 in technology **funding**

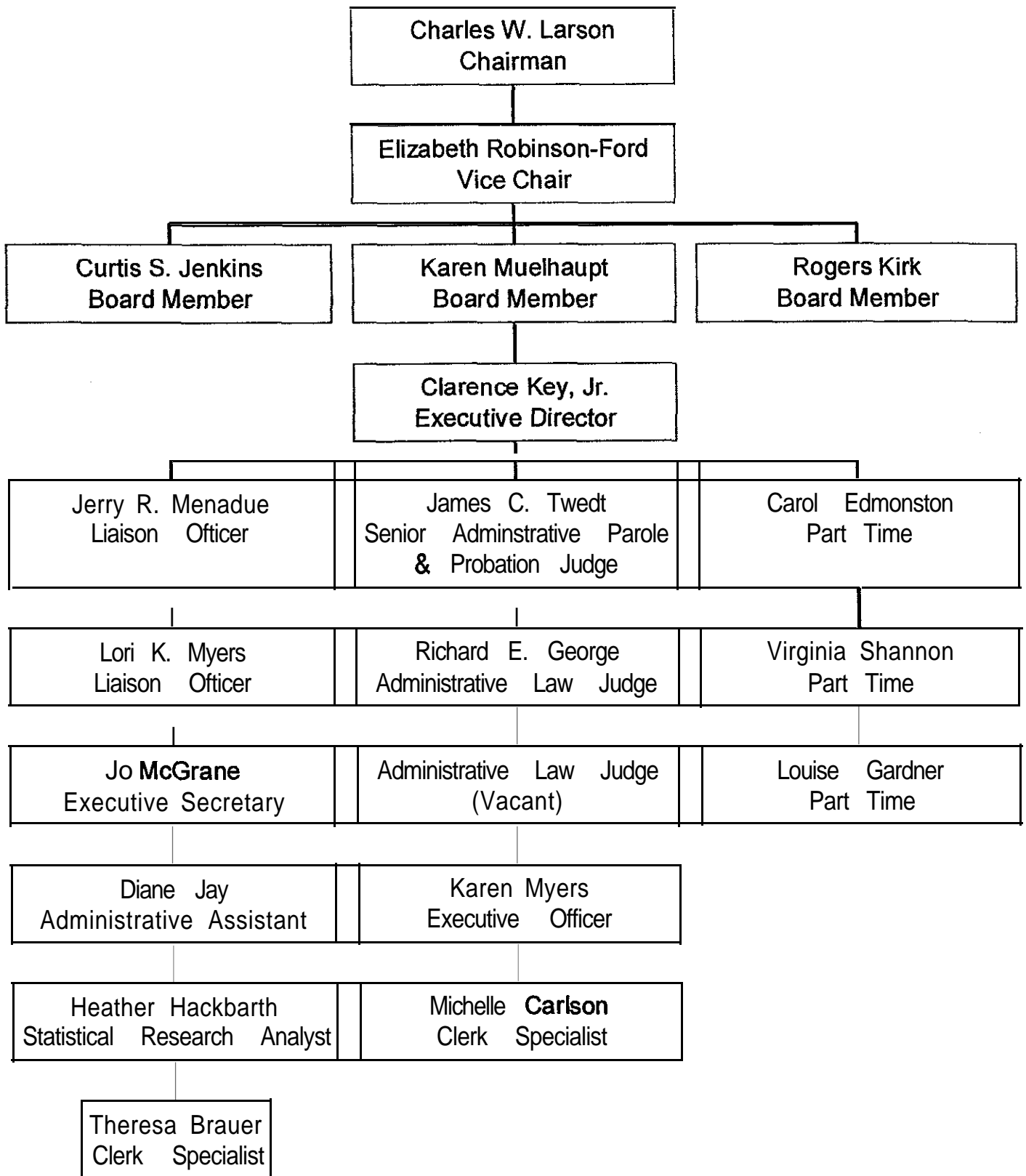
With regard to our **first** request, Iowa's prison population has steadily increased the past five years. The current prison population is **close** to 8,000 inmates. This total is the most inmates the State of Iowa has ever held in its prison system. The increase requires the Board to review more inmates for release consideration. An increase in Board deliberation days would **further** insure our continued careful review of cases and strengthen our ability to make purposeful release decisions and further protect the public's **safety**.

Our second request is in reference to our computer system. We depend on accurate information as the Board reviews cases. It is essential to our statutory responsibilities and mission to the State of Iowa that we maintain and improve our computer system. Therefore, we have requested \$40,000 in technology **funding** to continue to upgrade the Board's information systems by improving the Board's computer hardware and **software** systems.

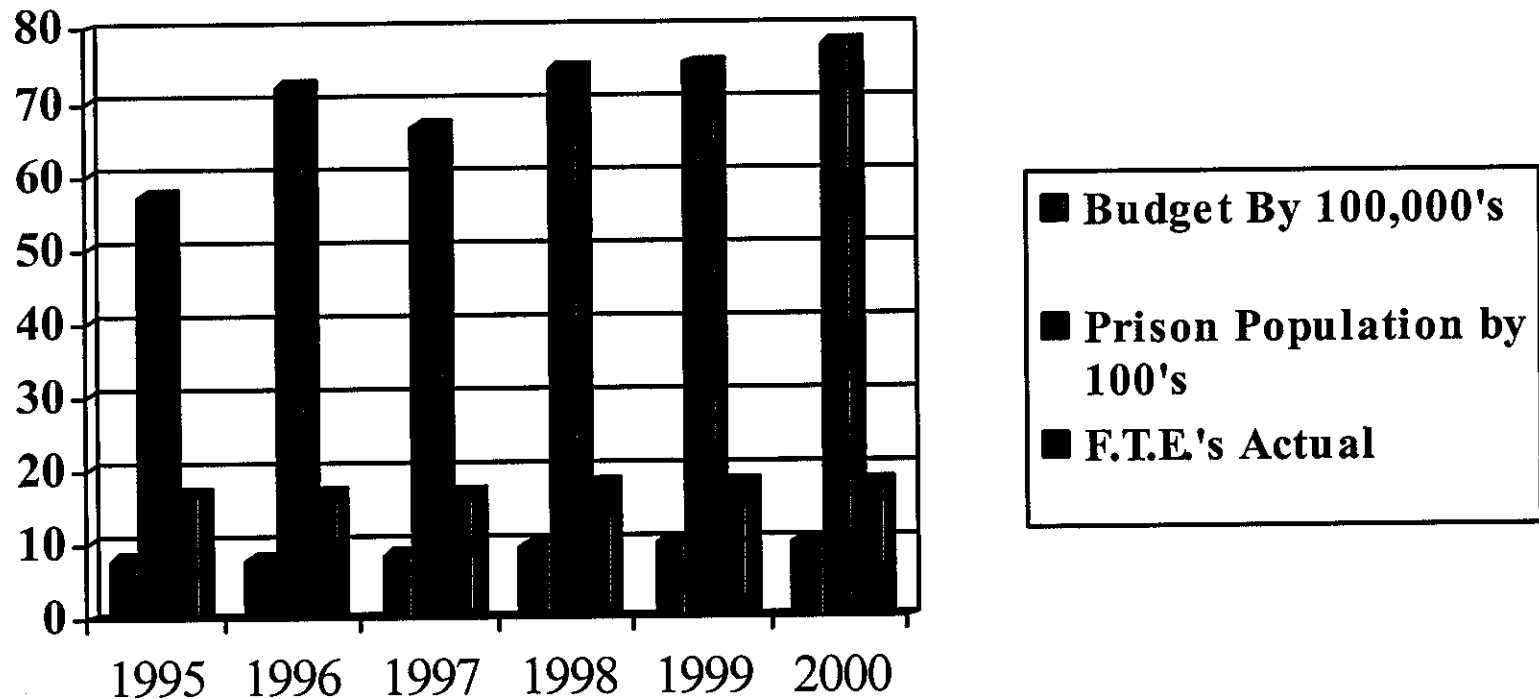
We appreciate the subcommittee's careful consideration of our much needed budget requests.

Thank you.

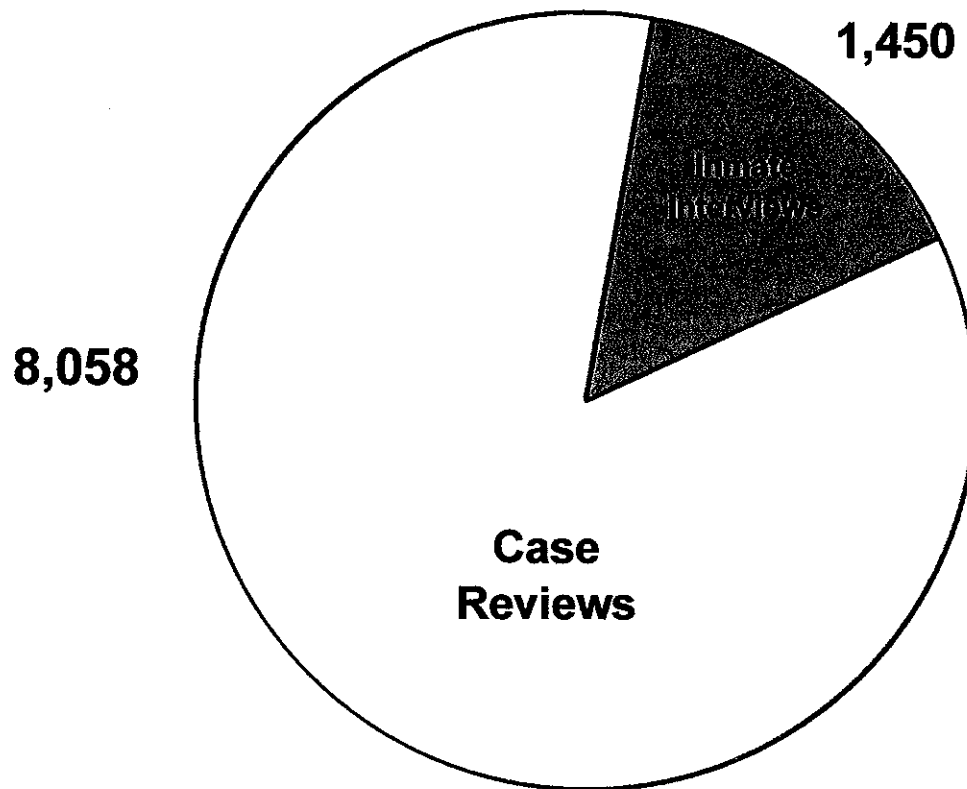
IOWA STATE BOARD OF PAROLE
January 252001



Prison Population, Budget and F.T.E. Changes from 1995-2000

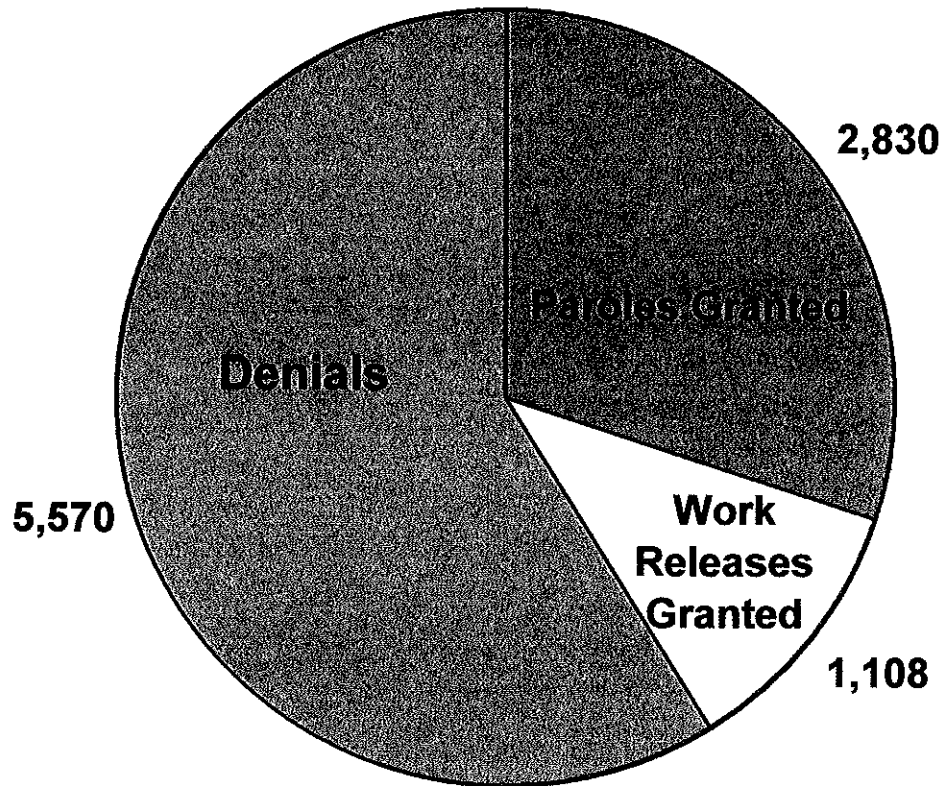


**Board of Parole
Total Number of Deliberations
FY 2000**



**Total Number of Parole
Deliberations
9,508**

Board of Parole Total Number of Decisions FY 2000



**Total Number of Parole
Decisions**

9,508

Inmate Interviews 1,450

Case Reviews 8,058

IOWASTATEBOARDOPAROLE

PAROLEDATA

TOTALNUMBEROFPERSONSONPAROLEDURINGFY2000 ▪ 5500

TOTALNUMBEROFPAROLEREVOCATIONSINFY2000 ▪ 484

TOTALNUMBEROFPAROLEREVOCATIONS DUE TO ▪ 10
ANEWVIOLENT OFFENSE INFY2000

BOARD OF PAROLE

CHARLES W. LARSON, SR., BOARD CHAIRPERSON

STATUTORY AUTHORITY • CHAPTERS 904A, 906. AND 906, CODE OF IOWA

The Board of Parole was established in 1907 by the 37th General Assembly. The Board is composed of one full-time chairperson, one full-time vice-chairperson, and three per diem members who are appointed by the Governor and confirmed by the Senate for staggered four-year terms. The Board is responsible directly to the Governor, and the chairperson serves at the pleasure of the Governor. During the 1998 legislative session, the General Assembly funded a vice-chair position to assist with administrative responsibilities of the Board. The Board has its own support staff but receives administrative support services from the Department of Corrections.

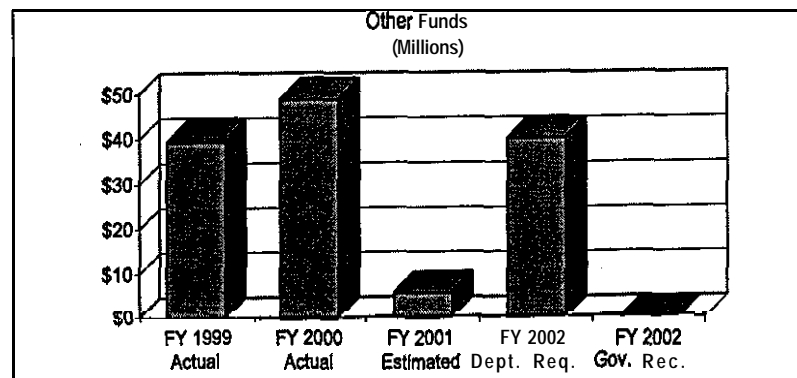
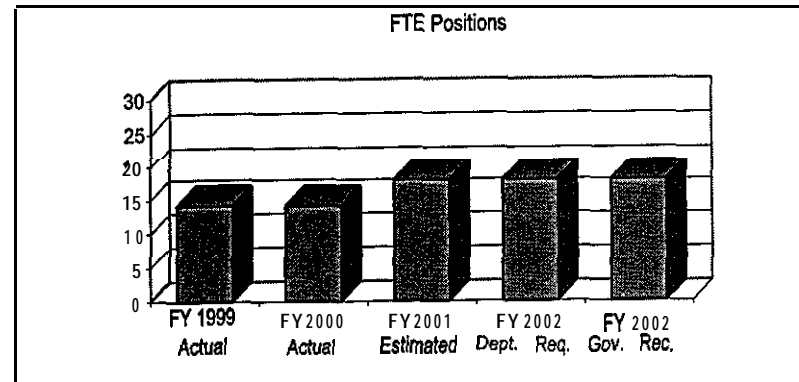
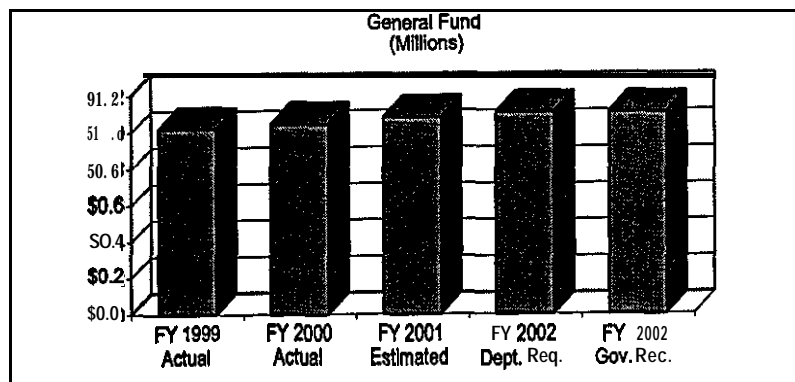
The Iowa Board of Parole's mission is to reintegrate offenders into the community who can be released from prison without detriment to the public or themselves.

To achieve the mission, the Board:

- Performs periodic, objective risk evaluations for prison inmates, holds hearings with eligible inmates, and selects viable candidates for conditional release on parole and work release.
- Revokes the conditional release and returns to prison those offenders who fail while on parole and work release.
- Provides for an early release program for offenders convicted of certain property crimes.
- Notifies victims of relevant information not less than 20 days before a parole hearing, so victims' opinions may be considered when making parole and work release decisions.
- Advises the Governor on matters of executive clemency.



PAROLE BOARD GRAPHS



OVERALL ANALYSIS OF THE PAROLE BOARD'S FY 2002 REQUESTS

The Parole Board is requesting \$1,104,717 and 18.00 FTE positions for FY 2002. This is an increase of \$25,000 (2.32%) and *no* change in FTE positions compared to estimated FY 2000. The \$25,000 requested increase will increase the Board's per diem from 133 days to 166 days to permit the Board more time to review the prison population.

The Board is also requesting \$40,000 from the Pooled Technology Account for computer hardware and software upgrades and improvements.

OVERALL ANALYSIS OF THE GOVERNOR'S FY 2002 RECOMMENDATION

The Governor is recommending \$1,104,717 and 18.00 FTE positions for the Parole Board for FY 2002. This is an increase of \$25,000 (2.32%) and no change FTE positions compared to estimated FY 2001. The increase provides funding for 33 additional days of per diem, allowing for 166 Board meeting days.

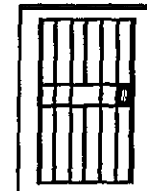
The Board is requesting \$40,000 from the Pooled Technology Account for computer hardware and software upgrades and improvements. The Governor is recommending the Information Technology Council prioritize projects for funding from the Pooled Technology Account, so is not recommending this specific project. The Council has ranked 27 projects; the Parole Board's request is Project 19.



ANALYSIS OF FISCAL ISSUES

The major issues of the Parole Board include:

- **Prison Overcrowding** – The increasing prison population will impact the Board's resources and information management system. The Board is requesting an increase to increase the per diem days from 133 days to 166 days. The Board is also requesting funding from the Pooled Technology Account for continued computer upgrades. The Subcommittee may want to examine the Board's workload and its ability to utilize new technology to manage the workload.
- **Expiration of Sentences** – The Criminal and Juvenile Justice Planning Division (CJJP) of the Department of Human Rights has reported that the number of inmates serving their full sentence in prison has been increasing. The Subcommittee may want to discuss changes in policy affecting the granting of parole and work release.
- **Organization of the Parole Board** – The General Assembly established the position of Parole Board Vice Chairperson during the 1998 Session. This position was vacant for most of FY 1999 and was filled in September 1999. The Subcommittee may want to review the new organization of the Board, the assignment of duties, and the impact of creating the position.
- **Probation Revocation Pilot Project** – The 1997 General Assembly enacted SF 503 (Criminal Justice – Miscellaneous Provisions) that permits the Parole Board to impose sanctions and revoke certain probationers. The Board received 556,000 and 1.00 FTE position in FY 1998 to implement the pilot project. The 2000 General Assembly enacted HF 2519 (Parole Board Pilot Project) that extends the pilot project through June 30, 2002. The Subcommittee may wish to be updated on this pilot project's impact on the criminal justice system.



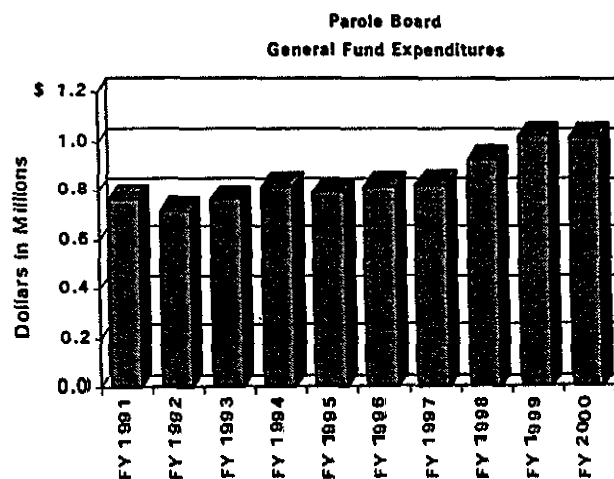
ANALYSIS OF FY 2000 LEGISLATIVE OVERSIGHT REPORTS

Expenditure Oversight for FY 2000

General Fund History – The Board expended \$1 .0 million from the General Fund during FY 2000, a decrease of \$4,200 (0.40%) compared to FY 1999. Compared to FY 1991, the increase is \$252,000 (32.80%). for an average annual increase of 3.60%. The following chart shows the General Fund expenditure history of the Parole Board.



FY 1999 and FY 2000 Technology Carry-Forward – The Board encumbered \$184 from FY 1999 for FY 2000 to be



used as provided by Section 8.62, Code of Iowa. The Board reverted the funds at the end of the fiscal year. The training and technology encumbered amount from FY 2000 for FY 2001 was \$5,600.

Salary Adjustment • The Board received \$26,000 in salary adjustment funds during FY 2000 as provided by Section 6 of HF 781 (FY 2000 Salary Act). The FY 2000 salary adjustments reflect the deappropriation of salary adjustment dollars contained in Section 55 of HF 2039 (FY 2000 Deappropriations Act).

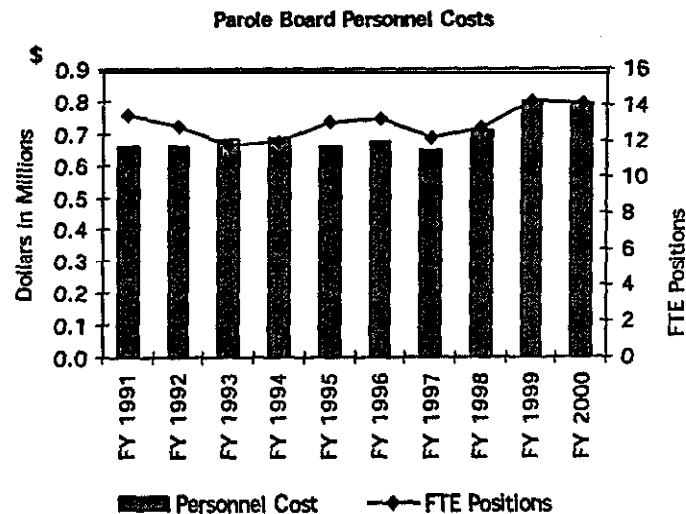
Deappropriations • House File 2039 deappropriated \$2,000 from the Board's budget for a travel reduction.

Pooled Technology Account Transfers • The Board of Parole appropriation contributed a total of \$17,000 in FY 2000 to the Pooled Technology Account.

Personnel Cost & FTEs • The Board expended \$793,000 for personnel costs (salaries and benefits) during FY 2000, a decrease of \$4,500 (0.60%) compared to FY 1999. Since FY 1991, Board personnel costs have increased \$134,099 (20.30%), for an average annual increase of 2.30%.

The Board utilized 14.10 FTE positions in FY 2000, a decrease of 0.10 (0.70%) FTE position compared to FY 1999. The Board's FTE position cap is 18.00. The following positions were vacant for part of the fiscal year: Statistical Research Analyst, Administrative Law Judge 2, Administrative Law Judge 3, and a clerk. The Board has since filled, or is in the process of filling, these positions. The Board also expended \$23,000 in extra help. Compared to FY 1991, FTE position usage by the Board increased 0.70 position (4.90%).





Contract Personnel • The Board expended \$67,000 in FY 2000 for personal services contracts. The Board reported a contract with Solutech Solutions for computer-related services (\$53,000) and the use of Olsten Temporary Services for clerical assistance(\$15,000).

Federal Funds • The Board did not have any grants funded directly by the federal government. However, the Board received \$26,000 from the Office of Drug Control Policy for the following projects:

- \$11,600 to subcontract with the Department of Human Rights, Criminal and Juvenile Justice Planning Division to conduct research on the characteristics of successful parolees.
- \$11,200 to update Iowa Communications Network (ICN) equipment.
- \$2,900 in conjunction with the Sixth Judicial District Department of Correctional Services to provide training on the successful supervision of substance abusers.

Programs and Performance Measures for FY 2002

The Department of Management did not require Executive Branch departments to fill out the Budgeting For Results documents, which indicate level of funding and related performance measures for all budget units and programs for FY 2002 budget request. Instead, the departments were asked to submit the performance measures for which they have been collecting data and specify the programs to which the measures relate. The Board has one General Fund appropriation. The Board has five performance measures:

1. Number of paroles granted.
2. Number of work releases granted.
3. Number of paroles revoked.
4. Number of completed risk assessments.
5. Number of probation violators revoked to prison (Sixth Judicial District Project).



Legislative Intent Language for FY 2000

The FY 2000 Appropriations Acts contained two sections of intent language for the Parole Board. The Board complied with requirements to maintain an automated docket and automated risk assessment model, and the requirement for a pilot program for probation violations. The Board is required to employ two statistical research analysts to assist with the application of the risk assessment model in the parole decision-making process. One position was filled while the other position remained vacant during the fiscal year. The Board was in the process of filling the second position during FY 2001, but the hiring process was placed on hold due to salary funding shortages.

BUDGET SCHEDULES

The Budget Schedules Section contains the detail information from the requesting department and the Governor's recommendations. Adjustments have been made for formatting. Otherwise, the information is presented as it was received from the Department of Management. In some cases, the total obtained by adding the amounts shown in

the following schedules may not equal the amounts shown in the Funding Table at the beginning of this document. This can occur for a variety of reasons. For example, a budget unit may be funded by a transfer from another budget unit and thus would not be included in the Funding Table to avoid double counting the funding. In general, the Funding Table is intended to show the resources available to the Board. The schedules are intended to describe the plans for expending resources.

BOARD OF PAROLE

STATE OF IOWA
Fiscal Year 2002 Annual Budget
SPECIAL DEPARTMENT: (677) PAROLE, BOARD OF
Budget Unit: (01001547B40) PAROLE BOARD
Schedule 1

<u>Rank</u>	<u>Description</u>	<u>Funding Source</u>	<u>Fiscal Year 2002 Department Request</u>	<u>Fiscal Year 2002 Governor's Recommendations</u>
<u>BASE</u>	Provides 75% funding level of fy 02 and 03 budget by reducing 5 fte's and support.	STATE FTE	\$ 809,788 13.00	\$ 809,788 13.00
0001	To restore the funding to 85% of current level for a admin law judge 2 ,admin assistant 1, and a clerk.	STATE FTE	\$ 142,661 3.00	\$ 142,661 3.00
0002	To restore the funding to 90% of current level for support line items.	STATE	\$ 29,267	\$ 29,267
0003	To restore funding to 100% of current level for a admin law judge 2 , and a statistical research analyst.	STATE FTE	\$ 98,001 2.00	\$ 98,001 2.00
0004	To increase the per diem for board members days from 133 to 166 to allow the board to continue to review the ballooning prison population.	STATE	\$ 25,000	\$ 25,000
0005	To continue to upgrade the boards information system by improving the boards hardware and software.	OTHER STATE	\$ 40,000	\$ 0

STATE OF IOWA
Fiscal Year 2002 Annual Budget
SPECIAL DEPARTMENT: (677) PAROLE, BOARD OF
Budget Unit: (01001547B40) PAROLE BOARD
Schedule 1

		Fiscal Year 2000	Fiscal Year 2001	Fiscal Year 2002	Fiscal Year 2002
		Actual	Estimated	Department	Governor's
				Request	Recommendations
Total Budget Unit Funding					
BBF (POS)		\$ 184	\$ 5,618	\$ 0	\$ 0
APPROP	GENERAL OPER	1,042,404	1,079,717	1,104,717	1,104,717
APPROP	POOLED TECH	0	0	40,000	0
RECEIPTS	INTRA STATE	35,857	0	0	0
RECEIPTS	REIMB. OTHER	12,817	0	0	0
		<u>\$ 1,091,262</u>	<u>\$ 1,085,335</u>	<u>\$ 1,144,717</u>	<u>\$ 1,104,717</u>
		<u>14.09</u>	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>

BOARD OF PAROLE

STATE OF IOWA
Fiscal Year 2002 Annual Budget
SPECIAL DEPARTMENT: (677) PAROLE, BOARD OF
Budget Unit: (01001547B40) PAROLE BOARD
Schedule 6

	Fiscal Year 2000 Actual	Fiscal Year 2001 Estimated	Fiscal Year 2002 Department Request	Fiscal Year 2002 Governor's Recomm
Resources				
BALANCE BROUGHT FORWARD	\$ 184	\$ 5,618	\$ 0	\$ 0
APPROPRIATIONS				
PAROLE BOARD	1,042,404	1,079,717	1,104,717	1,104,717
PAROLE BOARD TECHNOLOGY	0	0	40,000	0
	<u>1,042,404</u>	<u>1,079,717</u>	<u>1,144,717</u>	<u>1,104,717</u>
RECEIPTS				
INTRA STATE RECEIPTS	35,857	0	0	0
REIMB. FROM OTHER AGENCIES	12,817	0	0	0
	<u>48,674</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Resources	<u>\$ 1,091,262</u>	<u>\$ 1,085,335</u>	<u>\$ 1,144,717</u>	<u>\$ 1,104,717</u>
Total FTE	<u>14.09</u>	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>
Disposition of Resources				
EXPENDITURES				
PERSONAL SERVICES	\$ 793,172	\$ 936,789	\$ 952,896	\$ 952,896
PERSONAL TRAVEL IN STATE	12,632	22,309	24,500	24,500
STATE VEHICLE OPERATION	1,085	3,000	3,000	3,000
DEPRECIATION	0	12,000	12,000	12,000
PERSONAL TRAVEL OUT OF STATE	4,478	7,000	9,000	9,000
OFFICE SUPPLIES	30,078	23,069	24,962	24,962
EQUIPMENT MAINTENANCE SUPPLIES	5,264	12,000	12,000	12,000
COMMUNICATIONS	58,151	25,000	25,000	25,000
PROF & SCIENTIFIC SERVICES	70,067	10,000	10,000	10,000
INTRA-STATE TRANSFERS	18,879	0	0	0
REIMB. TO OTHER AGENCIES	434	700	700	700

STATE OF IOWA
Fiscal Year 2002 Annual Budget
SPECIAL DEPARTMENT: (677) PAROLE, BOARD OF
Budget Unit: (01001547B40) PAROLE BOARD
Schedule 6

	Fiscal Year 2000 Actual	Fiscal Year 2001 Estimated	Fiscal Year 2002 Department Request	Fiscal Year 2002 Governor's Recomm
Disposition of Resources (cont.)				
ITS REIMBURSEMENTS	7,865	25,000	25,000	25,000
WORKERS COMP. REIMBURSEMENT	0	1,459	1,459	1,459
OFFICE EQUIPMENT	0	3,000	3,000	3,000
EQUIPMENT - NON-INVENTORY	66,498	1,200	1,200	1,200
DATA PROCESSING INVENTORY	0	0	18,000	0
DATA PROCESSING NON-INVENTORY	0	2,809	22,000	0
	<u>1,068,603</u>	<u>1,085,335</u>	<u>1,144,717</u>	<u>1,104,717</u>
REVERSIONS				
PAROLE BOARD	17,040	0	0	0
BALANCE CARRIED FORWARD	5,619	0	0	0
Total Disposition of Resources	<u>\$ 1,091,262</u>	<u>\$ 1,085,335</u>	<u>\$ 1,144,717</u>	<u>\$ 1,104,717</u>